

EDITED KSA LISTING

CLASS: Correctional Plant Supervisor

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

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| | Knowledge of: |
| K1 | General knowledge of types of heating, electrical, plumbing, water, refrigeration, domestic/waste water, and other mechanical systems and equipment necessary to ensure the efficient operation of the physical plant. |
| K2 | Basic knowledge of the operation and maintenance of high-pressure steam boilers to provide adequate steam necessary for heating, hot water, laundry, food services and industrial processes. |
| K3 | General knowledge of materials, methods, and tools used in the maintenance, repair and alteration of buildings, equipment and grounds to ensure the efficient operation of the physical plant. |
| K4 | Basic knowledge of the operation of mechanical refrigeration and air-conditioning systems to ensure adequate climate control of buildings and food storage spaces. |
| K5 | Technical knowledge of the rules, regulations and safety orders of the California Code of Regulations applicable to work site operations, trade specific tasks and the maintenance of buildings and grounds. |
| K6 | General knowledge of the principles of effective supervision and personnel management practices in order to direct all aspects of Plant Operations. |
| K7 | General knowledge of the Department's Equal Employment Opportunity objectives to effectively direct staff. |
| K8 | General knowledge of a manager's role in the Equal Employment Opportunity Program and the processes available to meet these objectives as it relates to the supervision and management of Plant Operations. |

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| | Skill to: |
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| S1 | Effectively communicate both orally and in writing to provide clear and concise information/ideas. |
| S2 | Planning, organizing, and directing the work of staff involved in maintaining the infrastructure of the physical plant to preserve and promote operational efficiency and energy conservation. |
| S3 | Read, interpret, and work from plans, drawings, and specifications to provide project direction or information for the repairs of existing systems/facilities and to verify accuracy of documents for compliance with applicable codes. |
| S4 | Apply mathematical skills to perform calculations to prepare various documents (e.g., purchase requisitions/contracts, cost estimates for building repairs, maintenance, and mechanical installations). |
| S5 | Implement and maintain the Standard Automated Preventive Maintenance System for building(s) and mechanical equipment to reduce maintenance costs and maximize the structure/equipment life cycle. |
| S6 | Plan and direct the work of staff (e.g., supervisors, skilled craftspersons and semiskilled workers) to provide coordinated maintenance services to the institution. |
| S7 | Keep accurate records for applicable compliance with regulatory agencies and Departmental requirements. |
| S8 | Think and act quickly to respond promptly to emergency situations and evaluate the most appropriate course of corrective action. |
| S9 | Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment. |